



PHARMACY DATA MANAGEMENT (PDM)

USER MANUAL

Version 1.0
September 1997

(Revised November 2002)

Revision History

Any changes subsequent to the initial release of this manual are listed below. Users should update the manual with the pages listed under the Revised Pages column. Pages listed under this column in parentheses are unchanged, but included for two-sided printing.

Date	Revised Pages	Patch Number	Description
11/02	i, (ii) iii, (iv) 3, (4) 51-52 52a-52b 53, (54) 55, (56) 57, (58) 104a-104b 109-112	PSS*1*55	<ul style="list-style-type: none"> - Updated this Revision History Page. - Changed Table of Contents to include new menu option. - Added new <i>Drug Text File Report</i> option to menu item list. - Updated Drug Text Enter/Edit section to show the new <i>Drug Text File Report</i> option. - Added new section for new menu option <i>Drug Text File Report</i>. Adding this section changed the section numbering for remaining sections in Chapter 1. - Added Appendix B. - Updated the Index.
09/01	All	PSS*1*38	Added this Revision History Page. Added Patch Release changes and Pharmacy Ordering Enhancements (POE) enhancements edits. Updated manual to comply with current documentation standards.
09/97			Original Release of User Manual

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Chapter One Pharmacy Data Management Options

The PDM options are listed below. Each of these options is explained in detail later in this user manual.

CMOP Mark/Unmark (Single drug) 

Dosages ...

Auto Create Dosages

Dosage Form File Enter/Edit

Enter/Edit Dosages

Most Common Dosages Report

Noun/Dosage Form Report

Review Dosages Report

Drug Enter/Edit

Drug Interaction Management ...

Enter/Edit Local Drug Interaction

Report of Locally Entered Interactions

Electrolyte File (IV)

Lookup into Dispense Drug File

Medication Instruction File Add/Edit

Medication Route File Enter/Edit

Orderable Item Management ...

Edit Orderable Items

Dispense Drug/Orderable Item Maintenance

Orderable Item/Dosages Report

Patient Instructions Report

Orderable Item Report

Formulary Information Report

Drug Text Enter/Edit

Drug Text File Report

Pharmacy System Parameters Edit

Standard Schedule Edit

Synonym Enter/Edit

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1.12 Drug Text Enter/Edit

[PSS EDIT TEXT]

The *Drug Text Enter/Edit* option enables you to enter and/or edit entries in the DRUG TEXT file (#51.7). This file contains drug information, restrictions, and guidelines. Some entries are nationally populated by National Drug File. Drug text can be tied to a Dispense Drug in DRUG file (#50), or it can be tied to a Pharmacy Orderable Item through the PHARMACY ORDERABLE ITEM file (#50.7). Drug text tied to a Pharmacy Orderable Item is viewable when a medication is selected in Outpatient Pharmacy and Inpatient Medications, if it has been tied to the Pharmacy Orderable Item or Dispense Drug.

The *Drug Text Enter/Edit* option also enables you to view or print a report which will display the Drug Text Name, Synonyms, Drug Text, Inactive date (if inactive), and to list all drug and Pharmacy orderable items linked to it. See section 1.13, “Drug Text File Report” for more information.

Example: Drug Text Enter/Edit

```
Select Pharmacy Data Management Option: DRUG TEXT
  1   Drug Text Enter/Edit
  2   Drug Text File Report
CHOOSE 1-2: 1   Drug Text Enter/Edit
This option enables you to edit entries in the DRUG TEXT file.

Select DRUG TEXT NAME: C
  1   CELECOXIB
  2   CHF II
  3   COPD
CHOOSE 1-3: 3   COPD

There may be entries in your DRUG file and PHARMACY ORDERABLE ITEM file linked
to this Drug Text Name. Editing information related to this Drug Text entry
will affect the display of information related to these.

Do you want to review the list of drugs and orderable items linked to this Drug
Text entry? ? YES// <Enter>

You may queue the report to print, if you wish.

DEVICE: HOME//   VIRTUAL   Right Margin: 80// <Enter>

Drug Text Report for drug text : COPD

Date printed: JUL 16,2002                               Page: 1
=====
PLEASE NOTE: The National Formulary Restriction Text is the original text
exported with the DRUG TEXT file (#51.7) and automatically linked to the DRUG
file (#50) entries based on the VA product match. No ORDERABLE ITEM file
(#50.7) entries were automatically linked with DRUG TEXT file (#51.7).

DRUG TEXT NAME:  COPD

DRUG TEXT:
Refer to VA/DoD COPD treatment guidelines

NATIONAL FORMULARY RESTRICTION TEXT:
Refer to VA/DoD COPD treatment guidelines
```

Example: Drug Text Enter/Edit (continued)

```
DRUG file entries:
-----
Enter RETURN to continue or '^' to exit: <Enter>

Drug Text Report for drug text: COPD

Date printed: JUL 16,2002                               Page: 2
=====
DIGOXIN 0.125MG C.T.,
THEOPHYLLINE 200MG SUS-REL TABS
THEOPHYLLINE 100MG SUS-REL TABS

ORDERABLE ITEM file entries:
-----
NONE
-----

End of Report.
Press Return to continue: <Enter>

Do you want to edit the Drug Text Name? NO// <Enter>

IMPORTANT!! After editing the Drug Text Name OR Text, review the drugs and
            orderable items linked to this entry for accuracy.

Do you want to edit the text for this entry? YES// <Enter>
TEXT:
Refer to VA/DoD COPD treatment guidelines

Edit? NO// <Enter>

Select SYNONYM: <Enter>
INACTIVATION DATE: <Enter>

Select DRUG TEXT NAME: ^
```

1.13 Drug Text File Report

[PSS DRUG TEXT FILE REPORT]

This option will display the Drug Text Name, Synonyms, Drug Text, Inactive date (if inactive), and list all drug and Pharmacy orderable items linked to it. The report is printable for one or all entries.

For a list of the original entries in the DRUG TEXT file (#51.7), see Appendix B.

Example: Drug Text File Report

```
Select Pharmacy Data Management Option: DRUG TEXT FILE REPORT

This report shows each selected drug text entry and lists all drugs
and orderable items linked to it.

    Select one of the following:

        A          ALL
        S          SINGLE ENTRY OR RANGE

Print for (A)ll or (S)elect Single Entry or Range: S// <Enter> SINGLE ENTRY OR RANGE

There are drugs in the drug text file with leading numerics.

Print report for drug text entries with leading numerics? N// <Enter>

Enter a single drug text entry or to see all drug text entries beginning with
the letter 'A' for example, enter 'A' or whichever letter you wish to see.
To see drug text entries in a range for example starting with 'H', 'I' and 'J'
enter in the format 'H-J'.

Enter a single entry or select a range: C

Report will be for drug text starting with C,
and ending with drug text starting with C.

Is this correct? Y// <Enter> ES

You may queue the report to print, if you wish.

DEVICE: HOME//    VIRTUAL    Right Margin: 80// <Enter>

                                Drug Text Report for drug text from C through C

Date printed: JUL 16,2002                                Page: 1
=====

PLEASE NOTE: The National Formulary Restriction Text is the original text
exported with the DRUG TEXT file (#51.7) and automatically linked to the DRUG
file (#50) entries based on the VA product match. No ORDERABLE ITEM file
(#50.7) entries were automatically linked with DRUG TEXT file (#51.7).

DRUG TEXT NAME:  CELECOXIB

    DRUG TEXT:
    Refer to PBM/MAP criteria for use of celecoxib

    NATIONAL FORMULARY RESTRICTION TEXT:

    DRUG file entries:
    -----
    CYCLOPHOSPHAMIDE 50MG C.T.
```

Enter RETURN to continue or '^' to exit: <Enter>

Drug Text Report for drug text from C through C

Date printed: JUL 16,2002

Page: 2

=====

ORDERABLE ITEM file entries:

NONE

DRUG TEXT NAME: COPD

DRUG TEXT:

Refer to VA/DoD COPD treatment guidelines

NATIONAL FORMULARY RESTRICTION TEXT:

Refer to VA/DoD COPD treatment guidelines

Enter RETURN to continue or '^' to exit:

Drug Text Report for drug text from C through C

Date printed: JUL 16,2002

Page: 2

=====

DRUG file entries:

DIGOXIN 0.125MG C.T.,
THEOPHYLLINE 200MG SUS-REL TABS
THEOPHYLLINE 100MG SUS-REL TABS

ORDERABLE ITEM file entries:

NONE

End of Report.

Press Return to continue: <Enter>

Select Pharmacy Data Management Option:

1.14 Pharmacy System Parameters Edit [PSS SYS EDIT]

The *Pharmacy System Parameters Edit* option allows the user to edit the Pharmacy System Parameters used in PDM. These parameters relate to the printing of Patient Medication Information Sheets.

Example: Pharmacy System Parameters Edit

```
Select Pharmacy Data Management Option:  Pharmacy System Parameters Edit

PMIS PRINTER: LASSIE                PRINTER HALLWAY
PMIS LANGUAGE: ?
  This language will be used as the default for the printing of Patient
  Medication Instruction Sheets (PMIS).
  Choose from:
    1          English
    2          Spanish
PMIS LANGUAGE: 1  English

Select Pharmacy Data Management Option:
```

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1.15 Standard Schedule Edit

[PSS SCHEDULE EDIT]

The *Standard Schedule Edit* option allows the user to enter or edit entries in the ADMINISTRATION SCHEDULE file (#51.1). The set of times associated with the standard dosage administration schedules can be assigned, as can ward-specific administration times. This feature may be used to define the outpatient expansion to be used when the schedule is entered for an Outpatient Pharmacy medication order. Entry of a frequency in minutes allows the software to calculate the interval between dosages for Inpatient Medication orders and BCMA and is used by Outpatient Pharmacy to calculate default quantities.

Example: Standard Schedule Edit

```
Select Pharmacy Data Management Option: STandard Schedule Edit

Select ADMINISTRATION SCHEDULE: Q12H      09-21
NAME: Q12H// <Enter>
OUTPATIENT EXPANSION: EVERY 12 HOURS// <Enter>
TYPE OF SCHEDULE: CONTINUOUS// <Enter>
STANDARD ADMINISTRATION TIMES: 09-21// <Enter>
FREQUENCY (IN MINUTES): 720// <Enter>
Select WARD: <Enter>

Select WARD ADMINISTRATION SCHEDULE: <Enter>
```

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1.16 **Synonym Enter/Edit**

[PSS SYNONYM EDIT]

The *Synonym Enter/Edit* option allows the user to enter synonym information into the SYNONYM field for a selected Dispense Drug. Synonyms are used to easily identify drugs for the BCMA package and the Drug Accountability package, and to simplify medication order entry.

Example 1: Creating a New Synonym

```
Select DRUG GENERIC NAME: NAP
   1  NAPROXEN 250MG S.T.          MS102      N/F      09-05-00
   2  NAPROXEN 375MG TAB          MS102
CHOOSE 1-2: 2  NAPROXEN 375MG TAB      MS102
Select SYNONYM: 018393027342// ALEVE
  INTENDED USE: TRADE NAME
  NDC CODE: <Enter>
Select SYNONYM: <Enter>
```

Example 2: Deleting a Synonym

```
Select DRUG GENERIC NAME: NAP
   1  NAPROXEN 250MG S.T.          MS102      N/F      09-05-00
   2  NAPROXEN 375MG TAB          MS102
CHOOSE 1-2: 2  NAPROXEN 375MG TAB      MS102
Select SYNONYM: ALEVE// @
  SURE YOU WANT TO DELETE THE ENTIRE 'ALEVE' SYNONYM? Y  (Yes)
Select SYNONYM: 018393027342// <Enter>
  SYNONYM: 018393027342// <Enter>
  INTENDED USE: DRUG ACCOUNTABILITY// <Enter>
  NDC CODE: 018393-0273-42// <Enter>
Select SYNONYM: <Enter>
```

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Appendix B

Original Drug Text File Entries Combinations

The National Formulary Restriction Text is the original text exported with the DRUG TEXT file (#51.7) and automatically linked to the Drug File entries based on the VA Product match. No Orderable Item file entries were automatically linked with the DRUG TEXT file(#51.7).

DRUG TEXT file (#51.7) Entry

National Formulary Restriction Text

HYPERTENSION-VA/DOD	Refer to VA/DoD Hypertension treatment guidelines
SPINAL CORD,NEUROLOGY,REHAB	RESTRICTED TO SPINAL CORD INJURY,NEUROLOGY,AND REHABILITATION
HIV/AIDS	Refer to HIV/AIDS TAG treatment guidelines
DIABETES	Refer to PBM/MAP and PBM/TAG Diabetes treatment guidelines
CHF	Refer to PBM/MAP CHF treatment guidelines
GERD	Refer to PBM/MAP GERD treatment guidelines
PUD	Refer to PBM/MAP PUD treatment guidelines
COPD	Refer to VA/DoD COPD treatment guidelines
DIHYDROPYRIDINE CALCIUM ANTAGONISTS	Refer to PBM/MAP criteria for use of long-acting dihydropyridine calcium antagonists
HYPERLIPIDEMIA	Refer to VA/DoD Hyperlipidemia treatment guidelines
NEUROLOGY SMOKING CESSATION	RESTRICTED TO NEUROLOGY RESTRICTED TO SMOKING CESSATION PROGRAMS
BPH	Refer to PBM/MAP benign Prostatic Hyperplasia treatment guidelines
ATORVASTATIN	Refer to PBM/MAP criteria for use of atorvastatin
TROVAFLOXACIN	Refer to PBM/MAP criteria for use of trovafloxacin
THIAZOLIDINEDIONES	Refer to PBM/MAP criteria for use of thiazolidinediones
LANSOPRAZOLE	Refer to PBM/MAP dosing guidelines for lansoprazole

DRUG TEXT file (#51.7) Entry

CELECOXIB

BECALPERMIN

DEPRESSION

ALBUMIN

HYPERTENSION/CHF-VA/DOD-PBM/MAP

HYPERTENSION/CHF/DIABETES

HYPERTENSION-PBM/MAP

REVIEW

HYPERTENSION/CHF-PBM

ALZHEIMER'S

BPH/HYPERTENSION

National Formulary Restriction Text

Refer to PBM/MAP criteria for use of celecoxib

Refer to PBM/MAP criteria for use of becalpermin

Refer to PBM/MAP Depression treatment guidelines

Refer to PBM/MAP guidelines for use of albumin

Refer to VA/DoD Hypertension treatment and PBM/MAP CHF treatment guidelines

Refer to PBM/MAP Hypertension treatment and CHF treatment guidelines and PBM/TAG Diabetes treatment guidelines

Refer to PBM/MAP Hypertension treatment guidelines

Class review in progress

Refer to PBM/MAP Hypertension treatment and CHF treatment guidelines

Refer to Pharmacologic Management of Cognitive Changes in Alzheimer's Disease

Refer to PBM/MAP benign Prostatic Hyperplasia treatment and Hypertension treatment guidelines

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